

In the Name of God Almighty

**TOEFL WRITING SUCCESS:
INTEGRATED & INDEPENDENT**

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To the Student

About the Book

The book you are going to read is intended for upper-intermediate and advanced students who want to take part in the TOEFL iBT Test and get a score from 25 to 30 in the writing task. It helps you to build necessary skills to address the writing task in an excellent fashion. It also familiarizes you with format of the TOEFL iBT writing tasks and teaches essential test-taking strategies to help you guarantee a great score. For the independent writing task, all the four types of writing tasks, that is, **Stating a Preference, Agree or Disagree, Argument, and Explanation**, are separately elaborated upon, and for each of which quite a few samples, including my own samples, are presented for more familiarity with each task. Furthermore, the section allocated to the integrated task is one of a kind, thorough and varied, in which some good sample responses of my students are included.

The book is accompanied by a DVD, which contains: the audio files for the integrated task; a version of Babylon dictionary with all the learner's glossaries; a folder containing tips for note taking as well as time saving techniques; multimedia complete tests from Barron's, Thomson, as well as Longman; type learning software; and some PDF files for vocabulary, TOEFL essay samples, and TOEFL topics, to name but a few. Since the vocabularies used in the example answers seem be difficult to follow, a glossary was prepared for these words, which is included in the DVD accompanying the book. These words or phrases are either underlined or boldfaced all through the book.

Apart from what you learn from this book for the writing tasks, this book is an invaluable source of practical vocabularies that are good for your general English and is full of great ideas that will help you in your speaking task as well.

It is worth mentioning that the sample writings in this book may look too complicated and advanced to have been written within the given time, thirty minutes. My students have spent a great deal of time to write these samples, and their writing samples have been edited by the author of the book. Therefore, I hope these advanced samples do not discourage you because a sample writing which is much lower than these samples, concerning quality and quantity, can still earn a high score. Wish you all luck.

Amir Khadem

Preface

There are two writing tasks on the TOEFL test: one independent and one integrated. Independent writing refers to essays that express and support the student's point of view on a particular topic. Integrated writing refers to essays that combine what students have learned from assigned reading as well as class lectures. Integrated writing assignments require students to be able to organize and synthesize information from different sources, including their own notes; summarize and paraphrase information from these sources; and make comparisons or draw conclusions about the information from these sources¹.

The independent task measures your ability to compose an essay. You will have 30 minutes to write an essay of at least 300 words in response to an assigned question. To answer the question, you must either state, explain, and support an opinion or state, explain, and support a preference.

There is no right or wrong answer to the question. Your response is scored on your organization, development of ideas, and accuracy of language in addressing all parts of the question.

In order for a TOEFL test taker to be successful in the writing task, he or she should meticulously (carefully) follow three stages, namely planning, writing, and finally revising. Each test taker is given only 30 minutes to fulfill the independent writing task and 20 minutes for the integrated task; therefore, it stands to reason that the test taker, in order to successfully carry out the task in the short time provided, undergo intensive, constant training. In order to make a good impression on the examiner, one should write his or her essay in a precise, unambiguous, and coherent fashion. The very book you are going to study will assist you to do so.

Before elaborating on the necessary stages to be followed on the part of the test taker, let's take a brief look at the elements that guarantee the score 30 in TOEFL iBT writing task. These elements are as follows: first, effectively addressing the writing task; second, organization and the development of ideas; third, fluency in applying language, by this I mean the ease with which the test taker can get his or her points across; and finally, demonstrating grammatical variety and proper choice of words. A writing sample which enjoys all these qualities is guaranteed to get the very much desired score of 30.

¹ Cambridge Preparation for the TOEFL Test (4th Edition).

Independent Task

Strategies to Use for Building Writing Fluency¹

1. **Practice writing in English on a computer keyboard.** You will be required to use a computer to type your essays on the TOEFL test. Practice typing on a keyboard using English characters. Do as many of the writing exercises in the Writing section of different books as you can directly on a computer.
2. **Practice writing essays. Set aside regularly scheduled times to practice writing essays.** Use the topics in this book or topics of your own to develop your writing fluency. Start writing down your ideas as soon as you have read the topic. Use the strategies suggested later on in this book, both for writing practice essays and for the actual test.
3. **Practice organizing information in written form.** Use passages from the Reading and the Listening sections of TOEFL books to practice taking notes on main ideas and organizing those ideas in your writing.
4. **Practice paraphrasing and summarizing information in written form.** Use your notes to paraphrase key statements and to summarize passages you have read or heard. These two skills are elaborated upon in the last sections of this book.
5. **Read and listen to the kinds of material you will encounter on the test.** Select material on topics in the fields of science, technology, the social sciences, and the humanities to practice taking notes on main ideas. Organize those main ideas in your writing.
6. **Increase your skills in using a variety of sentence structures and vocabulary.** A good written response includes a variety of structures and vocabulary.
7. **Pay attention to time.** Check the amount of time it takes you to respond to the essay-writing tasks. At first, don't worry if the amount of time it takes you is longer than the time allotted on the test. With more practice, you can decrease your time. In this way, you can build up your writing fluency so that you can complete the writing tasks within the time allotted on the TOEFL test.

¹ ibid

Strategies to Use for the Independent Writing Task¹

- 1. Be familiar with the organization of an effective essay.** An effective essay begins with an introductory paragraph that includes a thesis statement. The thesis statement tells the reader what the essay is about. The body of the essay is made up of paragraphs that support the introduction. A concluding paragraph completes the essay.
- 2. Study the question carefully.** Be sure you understand what the task requires. Consider a few ways to address the question. Quickly organize your thoughts and write down your ideas.
- 3. Organize your ideas.** Organize your ideas into a logical progression by using a table or a traditional outline. Check your ideas to make sure they cover the requirements of the task. Then start typing your essay.
- 4. Write cohesively and concisely.** While you are organizing your ideas, keep in mind the techniques for making your essay cohesive². While you are writing the essay, keep in mind the techniques for making your sentences cohesive and concise.
- 5. Budget your time so that you will be able to complete and correct your essay.** You have only 30 minutes to write your essay. Use your time efficiently while you read and think about the question, organize your ideas in a simple form, write the essay, and make minor revisions.
- 6. Use sentence structures and vocabulary you know to be correct.** Use sentence structures and vocabulary that you know how to use well. A well-written essay includes a variety of structures and vocabulary.
- 7. Check your grammar.** When you are writing, look out for the kinds of grammar errors that you know you commonly make. Check your grammar when you review your essay.
- 8. Don't lose time worrying about whether the evaluator will agree with your opinions and the support you have used.** Your essay is evaluated on how well you present your opinion, not on whether the evaluator agrees with you. Be sure you have supported your opinion well and have responded to all parts.

¹ Cambridge Preparation for the TOEFL Test (4th Edition).

² Something that is cohesive consists of parts that fit together well and form a united whole.